

Agenda: Audubon Landing HOA Board Meeting

September 28th, 2020 6:00 PM

Association Pool Area

Call to Order – David Ritchie. 6:00pm

- Attendee Recognition – D. Ritchie. **A quorum of the Board was established with all five (5) Board Members attending. Eleven (11) Members attended the meeting as well.**
- Updates To Agenda. **Add discussion about a community garage sale and Owner reimbursement for damaged lighting.**
- Treasurer: Financial Report YTD February 2020 – J. Garcia. **John Garcia provided a brief report on the August 2020 financial report including an update on the operating account and the reserve account for the Association. Motion made by Julie Thornhill to approve the Treasurer's Report, seconded by Debby Amon. The motion was unanimously approved.**
- **Without Meeting Confirmation – David Ritchie**
 - Approval of February 24, 2020 meeting minutes.
 - Approval of various landscaping work completed by Fernbrook Landscaping
 - Approval to have Bay Guard Pool replace the pool autofill and tune up the chemical pumps
 - Approval of irrigation work from Duval for \$5,255.00.
 - Approval to use \$1,000 enhancement credit for Duval for the irrigation work.
 - Approval to create a free library in the community.
 - Approval to purchase the new pool furniture material from Patio Land USA.
 - Approval to appoint Member Fran Chmura to the ACC.
 - Approval of therapy dog based on the completed Animal Registration form for the Association for potential new Owner.
 - Approval to termination Duval's contract effective July 31, 2020.
 - Approval to hire Yellowstone for the annual landscaping contract effective August 1, 2020.
 - Approval of various irrigation repairs (37 heads and 4 lateral lines) for the cost of \$1,555.00 to be funded by the reserves.
 - Approval of new pool handle wrap for the pool for the cost of \$46.64
 - Approval to impose fine the Owner of 8603 Egret Point and escalating the violation to the Violation Review Committee for the continued violation of parking a vehicle in a manner that blocks the sidewalk.
 - Approval to have Bay Guard Pool repair the chemical pump for the cost of \$545.76
 - Approval to have Yellowstone complete irrigation repairs for the cost of \$1,790.29 due to a lightning strike
 - Approval to have Yellowstone make irrigation repairs based on their irrigation audit for the cost of \$1,834.28
 - **Motion made by John Garcia to approve the action without a meeting approval, seconded by Joyce Byers. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – D. Ritchie. **David Ritchie provided an updated for the pool. Other than the need to have the pool resurfaced, there are not any concerns at this time. The pool heater has been turned back on for the Association.**
 - Pool Resurfacing Proposals Discussion. **The Board discussed the proposals submitted for the pool resurfacing project. After discussion, the Board will move forward with Xecutive Pools and Challenger Pools to have additional interviews with each vendor and then make a final decision after the interviews. Chris will contact the vendors to setup the additional meetings at the Association.**
 - Gate – D. Amon. **Debby Amon provided an update on the gates. The gates are still being held open due to delays in the parts needed for the repairs. The parts are being shipped from California and there are major delays due to Covid-19. The Board is also work on having the gate directory updated a well. Debby contacted the Hillsborough County Sheriff's department & was directed to the police liaison in our area to ask about them making spontaneous drive throughs in our Community while our gate is down as another level of security for the community. The Board agreed to have this action taken while the gates are still held open.**
 - Landscape & Irrigation Update – J. Byers and J. Thornhill. **Julie Thornhill provided an updated on the Association's irrigation system. Joyce Byers provided an update on the Association's landscaping. Yellowstone has been on site just over 30 days and will be setting up the 60-day meeting with Yellowstone in a few weeks. The Board discussed a tree limb concern behind 19173 Lake Audubon. The Board will have a tree specialist**

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assess the tree to ensure the tree is structurally sound. The Board will be looking to have all the trees pruned again in 2021.

- Communication/Newsletter Committee – J. Garcia. **John Garcia provided an update for the newsletter. The newsletter will be completed and distributed to the Members by the end of the week.**

Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and discussed.**
 - Lien Discussion for Delinquent Accounts. **None to discuss at this time.**
- Work Order/Member Communication Report. **Reviewed and Discussed.**
- Violation Letters sent
 - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the violations. There is 1 Stage 3 violation at 19162 Lake Audubon for failure to submit the updated proof of insurance for the Lot. At this time, the Board will not move forward with any fining action. The Board will speak with the Owner to request they submit their updated proof of insurance.**

Old Business:

- Mailbox Painting Proposals Discussion. **The Board discussed the proposals to have the mailboxes painted in the Association. After discussion, motion made by John Garcia to approve the proposal submitted by Munyan Painting for the cost of \$4,725.00 to be funded by the reserves, seconded by Joyce Byers. The motion unanimously passed.**
- Mailbox Straightening/Reset Proposals Discussion. The Board discussed proposals to have the mailboxes straightened and repaired in the Association. **After discussion, motion made by John Garcia to approve the proposal from Beautiful Mailbox for the cost of \$1,508.70 to be funded by the reserves, seconded by Debby Amon. The motion unanimously passed.**
- Gutter Repairs/Replacement Discussion. **This topic was tabled to allow additional time to get more bids for this project for the Association.**
- Pressure Washing Proposals Discussion. **The Board discussed proposals for the pressure washing project in the Association. After discussion, motion made by Joyce Byers to approve the proposal from Riptide Pressure Washing for the cost of \$2,579.08, seconded by John Garcia. The motion unanimously passed.**

New Business:

- Board Member Responsibility Discussion. **The Board discussed having John Garcia and Debby Amon both be responsible for the gates for the Community as John is working on the updates to the gate directory. Debby did not have any concerns with this. Going forward both Debby Amon and John Garcia will be responsible for reporting on the gates.**
- Community Garage Sale. **The Board discussed having a community garage sale based on requests from the Members. After discussion, motion made by Debby Amon to approve having a community garage sale on October 17, 2020 from 7:30am – 2:00pm contingent on the approval from West Meadows HOA as well, seconded by Joyce Byers. The motion unanimously passed.**
- Owner Reimbursement Discussion. **The Board discussed a reimbursement request from an Owner due to damage to their lights from Duval Landscaping. After discussion, motion made by Joyce Byers to approve the reimbursement request and to deduct the cost from the final payment to Duval Landscaping, seconded by John Garcia. The motion unanimously passed.**

- Next Walk-through – **October 15, 2020 at 9:00am**
- Next Board Meeting – **November 9, 2020. The time will be determined by the Board.**
- Meeting Adjournment – **7:34pm**